

Juan Negroni

North Bergen, NJ

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Authorized to work in the US for any employer

Work Experience

Warehouse Worker

Atlantic inc-Lyndhurst, NJ

2022 to 2024

- Utilized computer systems to track inventory levels, update stock locations, and generate shipping labels
- Received and inspected incoming shipments, verifying accuracy of contents against purchase orders
- Efficiently organized and documented returned merchandise, ensuring proper handling and disposition
- Performed quality checks on returned goods to identify any damages or defects
- Assisted in the identification and implementation of cost-saving measures related to returns management
- Conducted regular audits of return processes to ensure compliance with company policies and procedures
- Worked closely with vendors on product recalls, coordinating the retrieval and replacement of affected items
- Tracked trends in return reasons, providing insights for product improvement initiatives
- Maintained a clean and organized work area, adhering to safety guidelines at all times
- Developed training materials for new hires on proper receiving procedures
- Inventory
- Office management
- Receiving and making phone calls
- Dealing with vendors and task regarding vendors

Yard Worker/Forklift Operator

CENTRAL SUPPLY-Paterson, NJ

2020 to 2022

- Operated forklift to load and unload materials, ensuring efficient movement of goods within the yard
- Maintained accurate inventory records by conducting regular stock checks and reconciling discrepancies
- Assisted in the organization and arrangement of materials in the yard, optimizing space utilization
- Maintained accurate documentation of daily activities including material movements, inspections performed etc
- Safely operated various types of forklifts including counterbalance, reach truck, pallet jack etc
- Adhered to all safety regulations while operating forklift equipment, minimizing the risk of accidents or injuries
- Efficiently organized materials within the yard based on their specific storage requirements (e.g., temperature-sensitive items)
- Performed routine inspections on forklift equipment to identify any maintenance or repair needs
- Inventory

Forklift Operator

Estes Express Lines-North Bergen, NJ

2017 to 2020

- Operated forklift to safely and efficiently move materials, products, and equipment
- Loaded and unloaded trucks, ensuring proper placement of items to prevent damage
- Performed routine maintenance on forklifts, including inspections and minor repairs
- Maintained accurate inventory records by properly documenting incoming and outgoing shipments
- Collaborated with warehouse team to organize storage areas for optimal efficiency
- Adhered to safety protocols at all times to prevent accidents or injuries in the workplace
- Assisted in the packaging and labeling of products for shipment or storage
- Utilized handheld scanners or computer systems to track inventory movement within the warehouse
- Followed company procedures when handling hazardous materials or fragile items
- Communicated effectively with supervisors and coworkers regarding daily tasks and priorities
- Ensured compliance with quality control standards during loading/unloading processes
- Operated various types of forklifts, such as sit-down, stand-up, reach truck, or clamp truck based on job requirements
- Efficiently moved heavy loads weighing up to XX pounds using a forklift
- Bol
- Receiving and shipping
- Inventory

Education

High school diploma

Union Hill High School - Union City, NJ

2004 to 2008

Skills

- RF Scanner
- Pallet Jack
- Materials Handling
- Forklift
- Shipping & Receiving
- Quality Inspection
- Order Picking
- Warehouse Experience
- Order Picker
- Warehouse Management
- Manufacturing
- Packaging
- Load & Unload
- Microsoft Word

- Quality Control

Certifications and Licenses

Forklift Certification